



STATE OF NEW YORK DEPARTMENT OF HEALTH

Riverview Center

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Commissioner

Dennis P. Whalen
Executive Deputy Commissioner

TO: All CACFP Sponsoring Organizations in New York City or Delaware, Dutchess, Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan, Ulster, and Westchester Counties

FROM: Jeanne Culver, State Director
Child and Adult Care Food Program

DATE: October 11, 2001

SUBJECT: Deferment (or temporary waiver) of Program Requirement in Response to World Trade Center Disaster

The events at the World Trade Center on September 11, 2001 affected all New Yorkers. The attack directly affected CACFP Sponsoring Organizations, day care centers and family day care home providers in New York City and the surrounding area. In response to the World Trade Center disaster, New York CACFP requested and received approval from USDA to relax some program requirements for affected centers and homes as noted below.

A. License Renewals and Payment of Claims for Sponsoring Organizations in NYC boroughs

The World Trade Center disaster displaced the licensing office of the New York City Department of Health which will delay license determinations and renewals. All currently licensed day care centers and family day care homes participating in CACFP may continue to be reimbursed, without documentation of license or registration renewal. CACFP will notify sponsors when documentation of compliance with license renewal must be submitted.

B. Submission of Claims for CACFP Sponsoring Organizations in New York City or Delaware, Dutchess, Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan, Ulster, and Westchester Counties

If this tragedy has affected your ability to submit claims, the deadlines noted in CACFP's 60/90-day calendar have been extended by two weeks. Please notify CACFP if you will be unable to submit your claim within the two weeks extension.

C. Changes in Program Operations for CACFP Sponsoring Organizations in New York City or Delaware, Dutchess, Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan, Ulster, and Westchester Counties

If the World Trade Center disaster caused changes to your usual operation beyond normal circumstances, temporary deferment of some program requirements may be available. Examples of program regulations which might be relaxed include claiming: additional meal opportunities provided as a result of longer hours of operation, meals and snacks served to participants above your licensed capacity, or meals which did not meet meal requirements as a result of transportation or utility service interruptions. Please contact NY CACFP as well if you are providing residential services to the child or children of United States military personnel deployed as a result of the events of September 11. There are many other ways that programs may have been affected and for which waivers may be available.

Affected agencies are encouraged to request, in writing, a relaxation in program requirements. Agencies must provide a simple explanation about the changes, which resulted including the dates and meals for which a relaxation in program requirements is sought. Requests should be submitted with the claim or before the claim is submitted.

As your agency recovers from this disaster, other issues related to CACFP operations may arise. Please feel free to contact CACFP staff at 1-800-942-3858 if you have any questions about this memorandum or unique situations at your day care centers or family day care homes which are impacting on your program's ability to comply to program regulations.